REPORT ON FINANCIAL STATEMENTS (With Additional Information)

MARCH 31, 2004

# AUDITING PROCEDURES REPORT Issued under P.A. 2 of 1968, as amended. Filing is mandalory.

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Certified A NIOC	Certified Public Accountant (Firm Name) ANDERSON, TYCKEY, BERNHARDT Y DORAN, P.C.												
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# ANDERSON, TUCKEY, BERNHARDT & DORAN, P.C.

Certified Public Accountants

Gary R. Anderson, CPA Jerry J. Bernhardt, CPA Thomas B. Doran, CPA Robert L. Tuckey, CPA Valerie Jamieson Hartel, CPA Jamie L. Peasley, CPA

May 26, 2004

#### REPORT OF INDEPENDENT AUDITORS

Honorable Village Council Village of Deckerville Deckerville, Michigan 48427

We have audited the accompanying general purpose financial statements of the Village of Deckerville, as of and for the year ended March 31, 2004, as listed in the table of contents. These financial statements are the responsibility of the Village's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The Village has not maintained a record of its general fixed assets and, accordingly, a statement of general fixed assets, required by generally accepted accounting principles is not included in the financial report.

In our opinion, except for the effects on the financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of the Village of Deckerville, as of March 31, 2004, and the results of its operations and cash flow of its proprietary fund for the year then ended in conformity with U.S. generally accepted accounting principles.

anderson, Tuckey, Remlandt & Doran, P.C.

ANDERSON, TUCKEY, BERNHARDT & DORAN, P.C. CERTIFIED PUBLIC ACCOUNTANTS



# COMBINED BALANCE SHEET -ALL FUND TYPES AND ACCOUNT GROUPS MARCH 31, 2004

	GC	VERNMENT		PROPRIETARY FUND TYPES		
	G	ENERAL	SPECIAL REVENUE	EN	TERPRISE	
<u>ASSETS</u>						
Cash Accounts receivable Fixed assets (net) Amount to be provided for payment of general long-term debt	\$	516,674 - -	\$ 172,956 - -	\$	298,273 51,722 583,757	
TOTAL ASSETS		516,674	\$ 172,956	\$	933,752	
LIABILITIES & FUND EQUITY						
Liabilities:						
Accounts payable Notes payable - long-term					- -	
Total Liabilities		-	 -		_	
Fund equity:						
Contributed capital Retained earnings:		-	••	\$	290,616	
Unreserved Fund balance:		-	-		643,136	
Undesignated Designated	\$	365,735 150,939	\$ - 172,956		<u>-</u>	
Total Fund Equity		516,674	 172,956		933,752	
TOTAL LIABILITIES AND FUND EQUITY	\$	516,674	\$ 172,956	\$	933,752	

FUN T	UCIARY D TYPES RUST AND GENCY	G	CCOUNT GROUP ENERAL NG-TERM DEBT	(MEM	TOTALS ORANDUM ONLY) MARCH 31, 2004
	4.405			•	000 000
\$	1,465			\$	989,368 51,722
	-				583,757
		\$	232,633		232,633
\$	1,465	\$	232,633	\$	1,857,480
\$	1,465			\$	1,465
Ψ	1,400	\$	232,633	•	232,633
	1,465		232,633		234,098
	-				290,616
	-				643,136
	<u>-</u>				365,735 323,895
	-				1,623,382
\$	1,465	\$	232,633	\$	1,857,480

# COMBINED STATEMENT OF REVENUE, EXPENDITURES AND CHANGE IN FUND BALANCE ALL GOVERNMENTAL FUND TYPES YEAR ENDED MARCH 31, 2004

	GOVERNMEN	TAL FUND TYPES	TOTALS (MEMORANDUM ONLY)
	GENERAL	SPECIAL REVENUE	MARCH 31, 2004
REVENUES:			
Taxes	\$ 270,129	\$ 143,247	\$ 413,376
Intergovernmental Revenue			
State & Federal	118,716	85,397	204,113
License, Permits and Fees	2,419		2,419
Fines and Forfeitures	676		676
Charges for Services	156,311		156,311
Grants	52,150		52,150
Interest Income	10,764	4.000	10,764
Miscellaneous	4,699	4,889	9,588
TOTAL REVENUE	615,864	233,533	849,397
EXPENDITURES:			
Administration	218,467	_	218,467
Fire Protection	62,888	_	62,888
Police	83,053	-	83,053
Ambulance	13,220	-	13,220
Public Works	47,989	-	47,989
Parks	53,783	-	53,783
Streets		153,940	153,940
TOTAL EXPENDITURES	479,400	153,940	633,340
EXCESS OF REVENUE OVER (UNDER)			
EXPENDITURES	136,464	79,593	216,057
OTHER FINANCING COURCES (HCEC)			
OTHER FINANCING SOURCES (USES)	271,684	_	271,684
Loan Proceeds Loan Repayments	(39,051)	_	(39,051)
Loan Repayments	(55,051)		(00,001)
TOTAL OTHER FINANCING SOURCES (USES)	232,633		232,633
EXCESS OF REVENUE & OTHER SOURCES OVER			
(UNDER) EXPENDITURES & OTHER USES	369,097	79,593	448,690
FUND BALANCE - APRIL 1	147,577	93,363	240,940
FUND BALANCE - MARCH 31	\$ 516,674	\$ 172,956	\$ 689,630

# COMBINED STATEMENT OF REVENUE, EXPENDITURES AND CHANGE IN FUND BALANCE BUDGET & ACTUAL - GENERAL AND SPECIAL REVENUE FUND TYPES YEAR ENDED MARCH 31, 2004

	GENERAL FUND					
	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)			
REVENUES:						
Taxes	\$ 242,366	Ф 070 400				
Intergovernmental Revenue	φ 242,300	\$ 270,129	\$ 27,763			
State & Federal	117,100	118,716	4.040			
License, Permits and Fees	1,190	2,419	1,616			
Fines and Forfeitures	800	676	1,229			
Charges for Services	106,230	156,311	(124)			
Grants	52,635	52,150	50,081			
Interest Income	-	10,764	(485)			
Miscellaneous	38,471	4,699	10,764			
		4,099	(33,772)			
TOTAL REVENUE	558,792	615,864_	57,072			
EXPENDITURES:						
Administration	024 404	040.407				
Fire Protection	234,121	218,467	15,654			
Police	110,369	62,888	47,481			
Ambulance	95,490 12,500	83,053	12,437			
Public Works	12,500	13,220	(720)			
Parks	50,296	47,989	2,307			
Streets	56,016 	53,783	2,233 -			
TOTAL EXPENDITURES	558,792	479,400	79,392			
EXCESS OF REVENUES OVER (UNDER)						
EXPENDITURES		136,464	136,464			
OTHER FINANCING COURSES (LIGHT)		100,404	130,404			
OTHER FINANCING SOURCES (USES)  Loan Proceeds		074.004				
Loan Repayments	-	271,684	271,684			
		(39,051)	(39,051)			
TOTAL OTHER FINANCING SOURCES (USES)		232,633	232,633			
EXCESS OF REVENUE & OTHER SOURCES OVER						
(UNDER) EXPENDITURES & OTHER USES		369,097	369,097			
FUND BALANCE - APRIL 1	147,577	147,577	-			
FUND BALANCE - MARCH 31	\$ 147,577	\$ 516,674	\$ 369,097			

	L REVENUE FUN	D TYPES	TOTALS (MEMORANDUM ONLY)					
BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)			
\$ 130,185	\$ 143,247	\$ 13,062	\$ 372,551	\$ 413,376	\$ 40,825			
84,716	85,397	681	201,816	204,113	2,297			
2	•		1,190	2,419	1,229			
			800	676	(124)			
			106,230	156,311	50,081			
			52,635	52,150	(485)			
			-	10,764	10,764			
2,257	4,889	2,632	40,728	9,588	(31,140)			
217,158	233,533	16,375	775,950	849,397	73,447			
		-	234,121	218,467	15,654			
			110,369	62,888	47,481			
			95,490	83,053	12,437			
			12,500	13,220	(720)			
			50,296	47,989	2,307			
			56,016	53,783	2,233			
171,928	153,940	17,988	171,928	153,940	17,988			
171,928	153,940	17,988	730,720	633,340	97,380			
45,230	79,593	34,363	45,230	216,057	170,827			
43,230	79,090	<del></del>	10,200	210,001				
	-	-	-	271,684	271,684			
				(39,051)	(39,051)			
				232,633	232,633			
45,230	79,593	34,363	45,230	448,690	403,460			
				240,940	_			
93,363	93,363		240,940					
\$ 138,593	\$ 172,956	\$ 34,363	\$ 286,170	\$ 689,630	\$ 403,460			

#### COMBINED STATEMENT OF REVENUE, EXPENSES AND CHANGE IN RETAINED EARNINGS/FUND BALANCE ALL PROPRIETARY FUND TYPES YEAR ENDED MARCH 31, 2004

	ENTERF	PRISE FUND
	WATE	R/SEWER
OPERATING REVENUES: Water & sewer system sales Other services, charges & sales	\$	101,788 23,474
TOTAL OPERATING REVENUE		125,262
OPERATING EXPENSES: Salaries & wages Employee benefits		46,488 12,374
Operating supplies Professional fees Insurance		2,748 1,900 3,551
Utilities Repairs & maintenance Depreciation Equipment rental Capital Outlay		8,763 46,454 54,710 14,437 1,652
Miscellaneous  TOTAL OPERATING EXPENSES		3,129 196,206
OPERATING INCOME (LOSS)		(70,944)
NON-OPERATING REVENUE (EXPENSES) Current tax collection Interest earned		39,885 7,249
TOTAL NON-OPERATING REVENUE (EXPENSES)		47,134
NET INCOME (LOSS)		(23,810)
ADD: Amortization of fixed assets acquired by grant which reduces contributed capital		30,322
INCREASE IN RETAINED EARNINGS		6,512
RETAINED EARNINGS/FUND BALANCE - APRIL 1		636,624
RETAINED EARNINGS/FUND BALANCE - MARCH 31	\$	643,136

#### COMBINED STATEMENT OF CASH FLOWS -ALL PROPRIETARY FUND TYPES YEAR ENDED MARCH 31, 2004

	ENTERPRISE FUND
	WATER/SEWER
CASH FLOWS FROM OPERATING ACTIVITIES: Net income (loss)	\$ (23,810)
ADJUSTMENT TO RECONCILE NET INCOME TO CASH PROVIDED BY OPERATING ACTIVITIES: Depreciation	54,710
CHANGE IN CURRENT ASSETS AND LIABILITIES:  (Increase) decrease in accounts receivable  (Increase) decrease in due from other funds	14,094 
NET CASH PROVIDED BY OPERATING ACTIVITIES	44,994
CASH FLOWS FROM INVESTING ACTIVITIES: Capital expenditures	(30,000)
NET CASH PROVIDED (USED) IN INVESTING ACTIVITIES	(30,000)
NET INCREASE (DECREASE) IN CASH & CASH EQUIVALENTS	14,994
CASH & CASH EQUIVALENTS AT BEGINNING OF YEAR	283,279
CASH & CASH EQUIVALENTS AT END OF YEAR	\$ 298,273

Disclosure of Accounting Policy:

For purposes of reporting cash flows, cash and cash equivalents includes cash on hand, demand deposits in banks, and balances of certificates of deposit.

NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2004

# **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:**

# **DESCRIPTION OF VILLAGE OPERATIONS AND FUND TYPES:**

The Village of Deckerville was organized in 1893 as a general law village with a fiscal year of April 1 through March 31. The Village is located in Sanilac County, Michigan. The Village operates under a Mayor-Council form of government. The Village provides various services to its residents including public safety (police, fire protection, and ambulance service), public works, parks and general administrative services.

#### **REPORTING ENTITY:**

In accordance with U.S. generally accepted accounting principles and Governmental Accounting Standards Board (GASB) Statement No. 14 "The Financial Reporting Entity", these financial statements present the Village of Deckerville (the primary government) and its component units. The criteria established by the GASB for determining the reporting entity include oversight responsibility, fiscal dependency and whether the financial statements would be misleading if data were not included.

#### **BASIS OF PRESENTATION:**

The government uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds are classified into three categories: governmental, proprietary and fiduciary. Each category, in turn, is divided into separate "fund types".

#### **GOVERNMENTAL FUNDS:**

Governmental funds include the following fund types:

#### General Fund:

This fund is used to account for all financial resources except those provided for in another fund. Revenues are primarily derived from property taxes, State and Federal aid, and charges for services to provide for the administration and operation of: (1) general Village governmental departments, boards and commissions; (2) court systems; (3) law enforcement; and (4) health, welfare and medical assistance. The fund includes the general operating expenditures of the Village.

#### Special Revenue Funds:

These funds are used to account for specific revenue (other than special assessments, expendable trusts, or major capital projects) derived from State and Federal grants, General Fund appropriations and charges for services which are to be expended for specific purposes as dictated by legal, regulatory or administrative requirements.

#### **PROPRIETARY FUNDS:**

#### **Enterprise Funds:**

These funds account for operations: (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

# VILLAGE OF DECKERVILLE NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2004

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued):

#### **FIDUCIARY FUNDS:**

Fiduciary funds account for assets held by the government in a trustee capacity or as an agent on behalf of others.

#### Trust and Agency Funds:

These funds account for assets held by a governmental unit in a trustee capacity or an as agent for individuals, private organizations, other governmental units and/or other funds. These funds include: Expendable Trust, Nonexpendable Trust, Pension Trust and Agency Funds.

#### **ACCOUNT GROUP:**

#### General Long-Term Debt Account Group:

This account group presents the balance of general obligation long-term debt that is not recorded in proprietary or trust funds.

#### **BASIS OF ACCOUNTING:**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e. revenues and other financing sources) and decreases (i.e. expenditures and other financing uses) in net current assets.

All proprietary funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operations of these funds are included on the balance sheet. Fund equity (i.e. net total assets) is segregated into contributed capital and retained earnings components. Proprietary fund-type operating statements present increases (i.e. revenues) and decreases (i.e. expenses) in net total assets.

The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e. when they become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The government considers property taxes as available if they are collected within 60 days after year-end. A one-year availability period is used for revenue recognition for all other governmental fund revenues susceptible to accrual. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due.

Those revenues susceptible to accrual are property taxes, federal and state grants, special assessments, licenses, interest revenue and charges for services. Fines, permits and certain other state revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

The government reports deferred revenue on its combined balance sheet. Deferred revenues arise when a potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenues also arise when resources are received by the government before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the government has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2004

# NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued):

#### **BUDGETS AND BUDGETARY ACCOUNTING:**

Budgets are adopted on a basis consistent with U.S. generally accepted accounting principles. Annual appropriated budgets are adopted for the general, special revenue and debt service funds. All annual appropriations lapse at fiscal year-end. The budgeted revenues and expenditures for governmental fund types, include any authorized amendments to the original budget as adopted.

Encumbrances represent commitments related to unperformed contracts for goods or services. The Village does not utilize encumbrance accounting.

#### **CASH AND INVESTMENTS:**

Cash includes amounts in petty cash and demand deposits. Investments include instruments allowed by state statute subsequently described. Investments are carried at amortized cost or fair value.

State statutes authorize the Village to invest in bonds, securities, and other direct and certain indirect obligations of the U.S. Treasury, which include securities issued or guaranteed by the Government National Mortgage Association; certificates of deposit, savings accounts, deposit accounts, or depository receipts of a bank, savings and loan association, or credit union, which is a member of the Federal Deposit Insurance Corporation, Federal Savings and Loan Insurance Corporation, or National Credit Union Administration, respectively; and in commercial paper rated at the time of purchase within the three highest classifications established by not less than two standard rating services and which matures not more than 270 days after the date of purchase and not totaling more than 50% of any fund at any time. The Village is also authorized to invest in U.S. Government or federal agency obligation repurchase agreements, bankers' acceptances of U.S. banks, and mutual funds composed of investments as outlined above.

# SHORT-TERM INTERFUND RECEIVABLES/PAYABLES:

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds" on the balance sheet.

#### **RECEIVABLES:**

Receivables consist primarily of amounts for intergovernmental revenue and customer charges. An allowance for doubtful accounts has been established in those funds where it was determined to be necessary. Credit risk is minimal because of the large number of customers and the authority of the Village to add receivables to the tax rolls that are secured by the underlying property.

#### **RESTRICTED ASSETS:**

Certain proceeds of enterprise fund bonds, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet because their use is limited by applicable bond covenants and Michigan law.

#### **FIXED ASSETS:**

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction are reflected as expenditures in governmental funds. Fixed assets purchased within the proprietary funds and the non-expendable trust fund are reported as assets within those funds and accordingly, are included on their balance sheet.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related fixed assets, as applicable.

#### VILLAGE OF DECKERVILLE NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2004

# NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued):

#### FIXED ASSETS, (continued):

Public domain ("infrastructure") general fixed assets consisting of roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and lighting systems are not capitalized, as these assets are immovable and of value only to the government.

Depreciation of buildings, equipment and vehicles in the proprietary fund types is computed over the estimated useful lives using the straight-line method.

Interest is capitalized on proprietary fund assets acquired with debt. The amount of interest to be capitalized is calculated by offsetting interest expense incurred from the date of the borrowing until completion of the project.

#### LONG-TERM OBLIGATIONS:

Long-term debt is recognized as a liability of a governmental fund when due. For other long-term obligations, only that portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. The remaining portion of such obligations is reported in the general long-term debt account group. Long-term liabilities expected to be financed from proprietary fund operations are accounted for in those funds.

#### **FUND EQUITY:**

Contributed capital is recorded in proprietary funds that have received capital grants or contributions from developers, customers or other funds. Reserves represent those portions of fund equity not appropriable for expenditure or legally segregated for a specific future use. Designated fund balances represent tentative plans for future use of financial resources.

Contributed capital currently exists only in the enterprise funds. This capital has been used along with other Village resources to purchase or construct the water and sewer systems currently in use within the Village. In order to more accurately reflect the equity remaining in these contributions, the contributions are being amortized over the useful life of the assets they aided in constructing or purchasing.

#### **INTERFUND TRANSACTIONS:**

Quasi-external transactions are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund, are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Non-reoccurring or non-routine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

#### **MEMORANDUM ONLY - TOTAL COLUMNS:**

The total columns on the combined statements are captioned memorandum only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with U.S generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data. Prior year memorandum total amounts have been updated for comparative purposes.

#### **ESTIMATES:**

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2004

# NOTE 2 - DEFINED CONTRIBUTION PENSION PLAN:

The Village maintains a defined contribution pension plan for its full-time employees.

A defined contribution pension plan provides pension benefits in return for services rendered, provides an individual account for each participant, and specifies how contributions are to be determined, instead of specifying the amount of benefits the individual is to receive. Under a defined contribution plan, the benefits a participant will receive depend solely on the amount contributed to the participant's account and the returns earned on the investment of those contributions. The plan covers full-become vested in the plan after twelve months of service. The plan specifies that the employer will contribute eight percent of contracted compensation and the employee can contribute between one to ten percent of their annual compensation. The contracted wages for covered employees for the audit period was \$ 94,593. The employer contributions were \$7,613 and the employee contributions were \$4,870 for the period. No plan provisions occurred during the year that affected the required contributions to be made by the Village or its employees.

# **NOTE 3 - FIXED ASSET SUMMARY:**

A summary of proprietary fund type property, plant, and equipment at March 31, 2004 is as follows:

	WATER & SEWER FUND
Land Wells & towers	\$ 64,884
Water line	723,717
Lift station	653,612
Sanitary sewer system	85,000
y conc. System	<u>1,015,000</u>
Total Costs	2,542,213
Less Accumulated Depreciation	<u>(1,958,456)</u>
Net Carrying Amount	\$ 583,757

All depreciation is computed using the straight-line method.

# **NOTE 4 - CASH AND INVESTMENTS:**

#### **DEPOSITS:**

At year-end, the carrying amount of the Village's deposits was \$989,368 and the bank balance was \$997,494. Of the bank balance, \$588,625 was covered by federal depository insurance with the remaining balance uninsured and uncollateralized.

# VILLAGE OF DECKERVILLE NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2004

#### **NOTE 5 - CONTRIBUTED CAPITAL:**

Contributed capital currently exists only in the Enterprise Funds. This capital has been used along with other Village resources to purchase or construct the water and sewer systems currently in use or still in construction within the Village. In order to more accurately reflect the equity remaining in these contributions, depreciation expense on fixed assets acquired by grants, entitlements and shared revenues is closed to contributed capital rather than retained earnings.

#### **NOTE 6 - PROPERTY TAX REVENUE:**

Property taxes become an enforceable lien on the property as of July 1. Taxes are levied on July 1 and are due in September. The Village bills and collects its own property taxes. Village tax revenues are recognized in the year of levy.

#### NOTE 7 - LEGAL COMPLIANCE - BUDGETS:

The Village follows these procedures in establishing the budgetary data reflected in the financial statements:

- On or prior to March 31 of each year, a proposed budget is submitted to the Council for the fiscal year commencing the following April 1. The operating budget includes proposed expenditures and the means of financing them.
- 2. A public hearing is conducted to obtain taxpayer comments.
- 3. Prior to April 1 the budget is legally enacted through passage of a resolution.
- 4. Any revisions of the budget must be approved by the Village Council.
- 5. Formal budgetary integration is employed as a management control device during the year for the general fund, debt service fund and special revenue funds.
- 6. Budgets for general, special revenue and debt service funds are adopted on a basis consistent with generally accepted accounting principles. Budgeted amounts are as originally adopted, or as amended by the Village Council during the fiscal year. Individual amendments were not material in relation to the original appropriations that were amended.
- 7. The budget is prepared by fund and function and includes information on the past year, current year estimates and requested appropriations for the next fiscal year. Expenditures may not exceed budget at the function level.

#### **NOTE 8 - RISK MANAGEMENT:**

The Village is exposed to various risks of loss related to theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by insurance purchased from independent third parties. Settled claims from these risks have not exceeded insurance coverage for the past three years.

# VILLAGE OF DECKERVILLE NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2004

# NOTE 9 - DESIGNATED FUND BALANCE:

Portions of fund balance have been designated by the Village for specific purposes, and therefore are unavailable for future appropriation or expenditure. Current amounts designated in the general fund are:

Designated for Ambulance \$ 95,528

Designated for fire equipment 55,411

Total \$150,939

# NOTE 10 - LONG-TERM DEBT:

General long-term debt of the Village consisted of and had the following provisions:

Note payable to Eastern Michigan Bank dated September 23, 2002. Five annual payments of \$46,748.39 including interest at a rate of 4.88% with a balloon payment due on September 23, 2008. Proceeds were used to purchase a 2002 fire truck which along with the full faith and credit of the Village in the security for the loan.

# ANDERSON, TUCKEY, BERNHARDT & DORAN, P.C.

Certified Public Accountants

Gary R. Anderson, CPA Jerry J. Bernhardt, CPA Thomas B. Doran, CPA Robert L. Tuckey, CPA Valerie Jamieson Hartel, CPA Jamie L. Peasley, CPA

May 26, 2004

#### INDEPENDENT AUDITORS' REPORT ON ADDITIONAL INFORMATION

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining and individual fund financial statements and supplemental information listed in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Village of Deckerville. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, such information is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.

Onterm, Tuckey, Bemlandt & Down, P.C.

ANDERSON, TUCKEY, BERNHARDT & DORAN, P.C. CERTIFIED PUBLIC ACCOUNTANTS

# FINANCIAL STATEMENTS OF INDIVIDUAL FUNDS

### GENERAL FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE - BUDGET AND ACTUAL YEAR ENDED MARCH 31, 2004

	BUDGE	T ACTUAL	VARIANCE - FAVORABLE (UNFAVORABLE)
REVENUES:			
Taxes	\$ 242,3	366 \$ 270,129	Ф 07 700
Intergovernmental Revenue	117,1		\$ 27,763
License, Permits and Fees	1,1		1,616
Fines and Forfeitures	· ·	_,	1,229
Charges for Services	106,2	0.0	(124)
Grants	52,6		50,081
Interest income	52,0	,	(485)
Miscellaneous	20.4	- 10,764	10,764
	38,4	71 4,699	(33,772)
TOTAL REVENUES	558,79	92615,864	57,072
EXPENDITURES:			
Administration			
Fire Protection	234,12		15,654
Police	110,36	,	47,481
Ambulance	95,49	,	12,437
Public Works	12,50	,	(720)
Parks	50,29	96 47,989	2,307
Paiks	56,01	53,783	2,233
TOTAL EXPENDITURES	558,79	92 479,400	79,392
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES			
EXI ENDITORES		<u> </u>	136,464
OTHER FINANCING SOURCES (USES)			_
Loan Proceeds		- 271,684	271,684
Loan Repayments		<u> </u>	(39,051)
TOTAL OTHER FINANCING SOURCES (USES)		232,633	232,633
EXCESS OF REVENUE & OTHER SOURCES OVER	-		
(UNDER) EXPENDITURES & OTHER USES		369,097	369,097
FUND BALANCE - APRIL 1	147,577	7 147,577	
FUND BALANCE - MARCH 31	\$ 147,577	\$ 516,674	\$ 369,097

See the accompanying notes.

# SPECIAL REVENUE FUNDS COMBINING BALANCE SHEET YEAR ENDED MARCH 31, 2004

	MAJOR STREET		LOCAL STREET		TOTAL MARCH 31, 2004	
ASSETS						
Cash Due from other funds	\$	79,184 	\$	93,772	\$	172,956 
TOTAL ASSETS	\$	79,184	<u>\$</u>	93,772	\$	172,956
LIABILITIES & FUND EQUITY						
Liabilities:  Due to other funds		_				
Fund equity: Fund balance: Designated	\$	79,184	\$	93,772	\$	172,956
Total Fund Equity		79,184	<u> </u>	93,772		172,956
TOTAL LIABILITIES & FUND EQUITY	\$	79,184	\$	93,772	\$	172,956

# SPECIAL REVENUE FUNDS COMBINING SCHEDULE OF REVENUE, EXPENDITURES AND CHANGE IN FUND BALANCE YEAR ENDED MARCH 31, 2004

	MAJOR STREET	LOCAL STREET	TOTAL MARCH 31, 2004	
REVENUE:				
Taxes Intergovernmental revenue Miscellaneous	\$ 99,369 67,451 3,985	\$ 43,878 17,946 904	\$ 143,247 85,397 4,889	
TOTAL REVENUE	170,805	62,728	233,533	
EXPENDITURES: Streets	103,464	50,476	153,940	
TOTAL EXPENDITURES	103,464	50,476	153,940	
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	67,341	12,252	79,593	
FUND BALANCE - APRIL 1	11,843	81,520	93,363	
FUND BALANCE - MARCH 31	\$ 79,184	\$ 93,772	\$ 172,956	

# MAJOR STREET FUND SCHEDULE OF REVENUE, EXPENDITURES AND CHANGE IN FUND BALANCE - BUDGET AND ACTUAL YEAR ENDED MARCH 31, 2004

	BUDGET	BUDGET ACTUAL	
REVENUE: Tax levy	\$ 90,105	\$ 99,369	\$ 9,264
Intergovernmental revenue: Gas & weight tax	66,950	67,451	501
Interest and other	2,257	3,985	1,728
TOTAL REVENUE	159,312	170,805	\$ 11,493
EXPENDITURES: Construction Routine maintenance	46,373 68,209	46,645 56,819	(272) 11,390
TOTAL EXPENDITURES	114,582	103,464	11,118
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	44,730	67,341	22,611
FUND BALANCE - APRIL 1	11,843	11,843	
FUND BALANCE - MARCH 31	\$ 56,573	\$ 79,184	\$ 22,611

# LOCAL STREET FUND SCHEDULE OF REVENUE, EXPENDITURES AND CHANGE IN FUND BALANCE - BUDGET AND ACTUAL YEAR ENDED MARCH 31, 2004

	BUDGET	ACTUAL	VARIANCE- FAVORABLE (UNFAVORABLE)
REVENUE:			
Tax levy	\$ 40,080	\$ 43,878	\$ 3,798
Intergovernmental revenue:			
Gas & weight tax	17,766	17,946	180
Interest and other		904	904
TOTAL REVENUE	57,846	62,728	\$ 4,882
EXPENDITURES:			
Construction	-	4,383	(4,383)
Routine maintenance	57,346	46,093	11,253
TOTAL EXPENDITURES	57,346	50,476	6,870
EXCESS OF REVENUE OVER (UNDER)			
EXPENDITURES	500	12,252	11,752
FUND BALANCE - APRIL 1	81,520	81,520	
FUND BALANCE - MARCH 31	\$ 82,020	\$ 93,772	\$ 11,752

# WATER & SEWER FUND SCHEDULE OF CHANGES IN CONTRIBUTIONS IN AID OF CONSTRUCTION FOR THE YEAR ENDED MARCH 31, 2004

	 ar Ended ch 31, 2004
CONTRIBUTIONS IN AID OF CONSTRUCTION - APRIL 1	\$ 320,938
LESS: Depreciation of fixed assets acquired from contributions in	(30,322)
CONTRIBUTIONS IN AID OF CONSTRUCTION - MARCH 31	\$ 290,616

# TRUST AND AGENCY FUNDS BALANCE SHEET MARCH 31, 2004

	PAYR	OLL FUND
<u>ASSETS</u>		
Cash	\$	1,465
TOTAL ASSETS	\$	1,465
LIABILITIES AND FUND EQUITY		
Liabilities:		
Accounts payable	\$	1,465
Fund Equity: Fund Balance:		
Designated		_
TOTAL LIABILITIES & FUND EQUITY	<u> </u>	4 405
	<b>.</b>	1,465



#### GENERAL FUND SCHEDULE OF REVENUE YEAR ENDED MARCH 31, 2004

REVENUE:	BUDGET	ACTUAL	VARIANCE- FAVORABLE (UNFAVORABLE)
Taxes:			
Current property tax	\$ 242,366	\$ 270,129	\$ 27,763
Total Taxes	242,366	270,129	27,763
Intergovernmental Revenue:			
State revenue sharing	116,000	117,601	4 004
Liquor license	1,100	1,115	1,601 15
Total Intergovernmental Revenue	117,100	118,716	1,616
License, Permits and Fees			
Zoning fees	120	485	365
Franchise fees	1,070	1,934	864
Total License, Permits and Fees	1,190	2,419	1,229
Fines and Forfeitures			
Village fines	400	351	(40)
County fines	400	325	(49) (75)
Total Fines and Forfeitures	800	676	(124)
Charges For Services:			
Trash collection	33,840	22 012	(00)
Fire protection	11,500	33,812 29,446	(28)
Ambulance protection	-	1,903	17,946
Building and equipment rental	60,820	91,010	1,903
Miscellaneous	70_	140	30,190 70
Total Charges For Services	106,230	156,311	50,081
Miscellaneous Revenue:		-	
Grants	52,635	52,150	(405)
Interest income	-	10,764	(485)
Miscellaneous income	38,471	4,699	10,764 (33,772)
Total Miscellaneous Revenue	91,106	67,613	(23,493)
TAL REVENUE			

See the accompanying notes.

# GENERAL FUND SCHEDULE OF EXPENDITURES YEAR ENDED MARCH 31, 2004

	BUDGET	ACTUAL	VARIANCE- FAVORABLE (UNFAVORABLE)	
	BODOET	7,010/12		
EXPENDITURES:				
Administrative:			4.000	
Salaries	\$ 69,327	\$ 67,965	\$ 1,362	
Employee benefits	10,015	9,138	877	
Election fees	1,288	1,033	255	
Community promotion	8,000	5,984	2,016	
Printing and publishing	2,900	2,653	247	
Operating supplies	8,000	6,555	1,445	
Professional fees	6,000	2,662	3,338	
Trash fees	28,000	31,983	(3,983)	
Telephone	2,800	3,536	(736)	
Utilities	7,645	7,565	80	
Street lights	16,784	15,737	1,047	
Repairs and maintenance	13,000	27,538	(14,538)	
Rental	13,000	14,411	(1,411)	
Insurance & Bonds	7,945	9,469	(1,524)	
Capital outlay	23,470	1,210	22,260	
Miscellaneous	15,947	11,028	4,919	
Total Administration	234,121	218,467	15,654	
Fire Protection			(400)	
Salaries	4,300	4,729	(429)	
Equipment rent	1,200	1,200	-	
Insurance	6,888	10,261	(3,373)	
Interest	16,831	7,697	9,134	
Contracted services	13,300	13,300	-	
Repairs and maintenance	6,000	9,849	(3,849)	
Gas	650	1,014	(364)	
Utilities	1,200	2,034	(834)	
Miscellaneous	3,000	1,351	1,649	
Capital outlay	57,000	11,453	45,547	
Total Fire Protection	110,369	62,888	47,481	

# GENERAL FUND SCHEDULE OF EXPENDITURES YEAR ENDED MARCH 31, 2004

	BUDGE	ET ACTU	VARIANCE- FAVORABLE AL (UNFAVORABLE)
EXPENDITURES, (Continued):			
Police Department:			
Salaries	\$ 69,	265 \$ 66	,829 \$ 2,436
Employee benefits	•	057	15 5,042
Supplies		500	544 (44)
Professional fees	1,	000	- 1,000
Uniforms and cleaning		500	226 274
Gas	3,	500 2	,329 1,171
Insurance			,482 (814)
Repairs			,283 1,217
Rent-building	3,		,250 -
Miscellaneous	·.	750	- 750
Capital outlay	3,	5002	095 1,405
Total Police Department	95,4	490 83	053 12,437
Ambulance:			
Salaries	8	300 2.	360 (1,560)
Employee benefits		-	- (1,000)
Supplies		_	
Contracted service		-	<u>-</u>
Gas		-	_
Insurance		-	554 (554)
Repairs	9.0		491 1,509
Rent	2,4	•	400 -
Training		•	
Capital outlay			415 (115) 
Total Ambulance	12,5	00 13,	220 (720)
Public Works Department:			
Salaries	15,0	04 16,6	638 (1,634)
Employee benefits		•	188 212
Gas	8,0		039 2,961
Utilities	3,0	- *	200 800
Repairs	15,89	•	
Insurance	2,00	•	743 (4,314)
Capital outlay	6,00	•	75 4,025
Total Public Works Department	50,29	96 47,9	89 2,307

(Continued)

# GENERAL FUND SCHEDULE OF EXPENDITURES YEAR ENDED MARCH 31, 2004

	B!	BUDGET		ACTUAL		VARIANCE- FAVORABLE (UNFAVORABLE)	
EXPENDITURES, (Continued):							
Parks Salaries Employee benefits Supplies Utilities Insurance Repairs and maintenance Equipment rent Miscellaneous Capital outlay	\$	23,000 7,750 500 1,491 215 1,500 8,500 3,060 10,000	\$	20,283 7,957 1,373 237 2,413 10,353 194 10,973	\$	2,717 (207) 500 118 (22) (913) (1,853) 2,866 (973)	
Total Parks		56,016		53,783		2,233	
TOTAL EXPENDITURES	<u>\$</u>	558,792	\$	479,400	\$	79,392	

# WATER AND SEWER FUND SCHEDULE OF REVENUES AND EXPENDITURES YEAR ENDED MARCH 31, 2004

REVENUE:	BUDGET	ACTUAL	VARIANCE- FAVORABLE (UNFAVORABLE)
Water & sewer system sales Other services, charges & sales Current tax collection Interest income	\$ 100,000 19,702 34,820 32,478	\$ 101,788 23,474 39,885 7,249	\$ (1,788) (3,772) (5,065) 25,229
TOTAL REVENUE	<u>\$ 187,000</u>	\$ 172,396	\$ 14,604
EXPENDITURES:			
Operating Expenses:     Salaries & wages     Employee benefits     Operating supplies     Professional fees     Insurance     Utilities     Repairs & maintenance     Depreciation     Equipment rental     Capital Outlay     Miscellaneous	\$ 45,601 13,500 2,000 5,000 3,221 8,000 46,000 47,478 12,000 1,000 3,200	\$ 46,488 12,374 2,748 1,900 3,551 8,763 46,454 54,710 14,437 1,652 3,129	\$ (887) 1,126 (748) 3,100 (330) (763) (454) (7,232) (2,437) (652) 71
Total Operating Expenses	187,000	196,206	(9,206)
TOTAL EXPENDITURES	\$ 187,000	\$ 196,206	\$ (9,206)

#### MAJOR STREET FUNDS SCHEDULE OF EXPENDITURES YEAR ENDED MARCH 31, 2004

EXPENDITURES:	BUDGET		ACTUAL		VARIANCE- FAVORABLE (UNFAVORABLE)	
Construction:	\$	46,373	\$	46,645	\$	(272)
Routine Maintenance: Labor Employee benefits Insurance Repairs Traffic service Pro service Equipment rental		18,000 5,500 1,074 27,635 2,500 500 13,000		17,544 5,009 1,184 11,815 2,351 - 18,916		456 491 (110) 15,820 149 500 (5,916)
Total Routine Maintenance		68,209		56,819		11,390
TOTAL EXPENDITURES	\$	114,582	\$	103,464	\$	11,118

# LOCAL STREET FUNDS SCHEDULE OF EXPENDITURES YEAR ENDED MARCH 31, 2004

EXPENDITURES:	BUDGET	VA FA BUDGET ACTUAL (UNF	
Construction:	\$ -	\$ 4,383	\$ (4,383)
Routine Maintenance: Labor Employee benefits Insurance Repairs Traffic service Equipment rental Supplies	11,000 8,000 1,074 24,772 500 9,000 3,000	12,386 5,047 1,184 17,300 1,352 8,824	(1,386) 2,953 (110) 7,472 (852) 176 3,000
Total Routine Maintenance	57,346	46,093	11,253
TOTAL EXPENDITURES	\$ 57,346	\$ 50,476	\$ 6,870